

**CALIFORNIA BOARD OF ACCOUNTANCY**

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WEB ADDRESS: <http://www.dca.ca.gov/cba>



## Fingerprinting Packet Request Form

Applicants residing in California are encouraged to use Live Scan to expedite the clearance process. However, due to the time required to process non-Live Scan fingerprint cards, applicants residing outside of California are encouraged to submit completed fingerprint cards at least four months prior to completing the experience requirements. An application for licensure will not be considered complete until the criminal history record check is cleared, and all other required documentation is received.

A *Request for Live Scan Service* form is available on the Board's Web site at [www.dca.ca.gov/cba](http://www.dca.ca.gov/cba).

Please complete this form if you would like two fingerprint cards and the fingerprint information sent to you. The form may be faxed or mailed to the Board. The fax number and address appear at the top of the page.

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Last Name

First Name

Middle Initial

I would like the fingerprinting packet sent to me at the following address:

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**If a business, please include business name.**

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Mailing address

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City

State

Zip

## **PERSONAL INFORMATION COLLECTION AND ACCESS**

The information provided in this form will be used by the California Board of Accountancy, to determine qualifications for a Certified Public Accountant License. Sections 5080 through 5095 of the Business and Professions Code authorize the collection of this information. Failure to provide any of the required information is grounds for rejection of the application as being incomplete.

Information provided may be transferred to the Department of Justice, a District Attorney, a City Attorney, or to another government agency as may be necessary to permit the Board, or the transferee agency, to perform its statutory or constitutional duties, or otherwise transferred or disclosed as provided in Civil Code Section 1798.24.

Each individual has the right to review his or her file, except as otherwise provided by the Information Practices Act. Certain information provided may be disclosed to a member of the public, upon request, under the California Public Records Act.

The Executive Officer of the California Board of Accountancy is responsible for maintaining the information in this application, and may be contacted at 2000 Evergreen Street, Suite 250, Sacramento, CA 95815, telephone number (916) 263-3680 regarding questions about this notice or access to records.